California Collaborative for Educational Excellence
Community Engagement Initiative Professional Learning Services RFP
Questions & Responses
Monday, November 21, 2022

Below are the California Collaborative for Educational Excellence's ("CCEE") responses to questions and requests for clarification received from prospective Respondents regarding the Community Engagement Initiative Professional Learning Services Request for Proposals posted on November 1, 2022. CCEE staff have endeavored to respond as thoroughly as possible, and cited relevant language from the RFP where appropriate. Questions that were submitted are not necessarily provided verbatim as submitted, and may have been edited for clarity, but have not been altered in substance. CCEE will presume that all Respondents will have read and understood all of the responses provided herein upon submittal of any Proposal. Respondents may submit additional questions and requests for clarification or additional information specific to this Addendum, in writing only, to Jasmine Hennessy (the "CCEE Contact," jhennessy@ccee-ca.org).

1. It's my understanding that our proposal should not be to propose a series of professional learning experiences and resources for CA districts. Rather, our proposal should be to explain why we would be well equipped to collaborate with the CEI lead agencies to develop a plan for professional learning experiences and resources during the first half of 2023, and that the hope is that CEI agencies would then roll out the plan after this planning period. I'm hoping you can confirm this understanding or offer clarification if I'm mistaken.

   RESPONSE: As stated under Section IV: Scope of Services, in the RFP,

   *CCEE is requesting services to **support** the CEI lead agencies in their efforts to create coherent and multifaceted professional learning plans and resources...These*

*efforts would **leverage the existing work of CEI lead agencies** to train and integrate new strategies not yet being utilized within California.*

Therefore, the idea that the respondent's proposal should describe why the respondent is qualified to work in collaboration with the CEI lead agencies to develop professional learning resources closely aligns with the scope of the RFP.

2. If we put together a team that can deliver on three of the six subsections (a-f), is that likely to lead the decision committee to reject the proposal? If excellence in three of the six areas is the strength of the team we've built for this proposal, is that seen by the decision committee as favorable, is our proposal judged solely on those elements? Or would our proposal also be given demerits for not covering the other three areas?

RESPONSE: CCEE and the Marin County Office of Education ("MCOE"), as the CCEE's Administrative Agent, will determine the number of respondents that will be awarded funding based on the completed responses received. Respondents may focus on some and not all of the functions listed in the RFP. Respondents will not be penalized for responding to specific aspects of the RFP. The scope of work is one component of the application. The determination of awards will be based on all of the elements outlined in Section VI: Proposal Specifications/Requirements for Submittal.

3. Do you favor proposals that include attention in the scope of work to stimulating districts and county offices to use it? Or is this dissemination of content the work that CCEE plans to undertake?

RESPONSE: Districts will access the content through their participation in the Community Engagement Initiative's existing Professional Learning Networks. The

dissemination of resources outside of the network will be addressed in a later phase of the project by the CEI lead agencies.

4. What forms of community engagement does CCEE consider to be most important?

RESPONSE: Section III: Background and Legislative Goals in the RFP describes what forms of community engagement CCEE finds most important to the initiative. The CEI definition of community engagement is:

> *Authentic partnerships amongst students, families, districts and communities that nurture relationships, build trust, ensure cultural, racial and linguistic equity, and lead to transformative student outcomes.*

More detailed information regarding the areas of improvement and outcomes can be found in statutory language CEI 1.0 and CEI 2.0.

5. Your RFP mentions both in-person training and online content. Do you favor one of these two? Would you welcome a mix of both?

RESPONSE: The content developed will be used in multiple formats including in-person and online through the existing Peer Leading and Learning Network (PLLN) and Peer Learning and Leading Exchange (PLLX) structures.

6. The RFP explains that the grants must "align" with the CCEE's fiscal year ending June 30, 2023. May delivery of actual services extend beyond that June 30 deadline?

RESPONSE: It is possible to extend the services provided through a series of annual contracts. Per Section I: Timeline in the RFP, the work outlined in this RFP will end in June of 2023, with the ability to extend to the next fiscal year at the exclusive option of the CCEE.

7. Would a proposal that delivers technical support to all members of the LCAP team, including but not limited to parent or community members, be welcomed by your judging committee?

RESPONSE: The purpose of this Request for Proposals (RFP) is to support Community Engagement Initiative ("CEI") lead agencies in the development of an in-depth training series and resources that focuses on meaningful pupil, family, and community engagement, to build the knowledge and capacity of communities, local educational agencies, and school site staff. This RFP does not include a focus on technical assistance related to the LCAP to be provided to any Local Educational Agencies. Technical Assistance for the CEI will be provided through the existing Peer Leading and Learning Network (PLLN) and Peer Learning and Leading Exchange (PLLX) structures.

8. Will electronic signatures be accepted?

RESPONSE: Yes, CCEE and the Marin County Office of Education ("MCOE"), as the CCEE's Administrative Agent, acknowledge and accept electronic signatures and facsimile signatures as original signatures for the application and subsequent agreements for selected respondents.

9. Is the Cover page, organization chart, table of contents, conflict of interest, Cost and Fees, and references included in the 15 page maximum count?

RESPONSE: Proposals should not exceed 15 pages, excluding the curricula vitarum of identified personnel. The CV is the only exclusion.

10. Does CCEE currently have a digital learning platform that it uses to facilitate online learning? If so, what is it and does CCEE plan to use this for the CEI training series?

RESPONSE: There is no specific digital learning platform currently being utilized.

11. If CCEE does not currently have a digital learning platform, should the proposing firm include this as a cost in the budget?

RESPONSE: Any cost associated with the implementation of a digital learning platform will be borne by the CEI Lead Agencies. Therefore, respondents need not include these costs in their proposal.

12. Should the proposal include time to help the CCEE build a network of coaches/trainers (from the CEI cohorts) who will help implement the training series?

RESPONSE: Respondents may include this coaching support and associated costs in their proposal.